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NPIC/TSSG/RED-158-70
24 June 1970

MEMORANDUM FOR: Chief, Technical Services & Support Group
ATTENTION : Projects and Programs Staff
SUBJECT : RED Training Program [REDACTED]

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The attached training document contains a brief description of how RED intends to utilize [REDACTED] during his brief tour in our Division. The first weeks are devoted to orientation, familiarization with Division operations, and attempts to communicate the unique idiosyncrasies related to R&D management. The balance of the period will be spent acquiring practical experience through assignment of specially chosen typical work assignments.

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[REDACTED]
Chief,
Research & Engineering Division, TSSG

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Distribution:

Original - Addressee

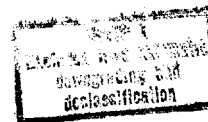
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RED TRAINING PROGRAM [REDACTED]

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Weeks I & II - [REDACTED]

A. Orientation

This period will consist of Division briefings, Branch and Section briefings, a program review (FY-71 and on-going projects), and a review of the NPIC equipment catalogues. Selected readings on R&D contracting, R&D management, optical and photographic reconnaissance systems, Project Officers Guide, OL/Procurement Guide, etc. will be provided. Review of the CIS, RED Status Control procedures, project management and scheduling will be accomplished. Applicable work assignments designed to illustrate R&D management problem areas will be selected.

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B. Project Foundation - [REDACTED]

Details of how RED lays a technical foundation for its projects, performs experimentation, and establishes feasibility through breadboarding, and the scientific method will be examined. There will be considerable involvement with the principles of good experimental design, establishing ground truth, and experimental control. Detailed orientations on ATB's Sections will be provided. There will be an introduction in depth to the Imagery Interpretation Process Research Program, and the Image Analysis and Manipulation Categories, and an introduction to extensive in-house laboratory programs being carried out in ATB. Applicable work assignments will be chosen to illustrate these activities.

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C. Project Implementation - [REDACTED]

This period will include an introduction to monitoring contracts, writing development objectives, and evaluating contractor proposals. It will provide an analysis of contract inspection reports and Project Approval Requests, and a review of the security aspects of contract monitoring. There will be discussion and analysis of Project Officer responsibilities, a review of internal NPIC R&D coordination exercises, and arrangements will be made for a monitoring trip or trips to observe Senior Project Officers in action. If possible, [REDACTED] will attend a contract negotiation session as an observer. He will attend a Contract Review Board meeting if one is available during this period.

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Weeks III - VIII - [REDACTED]

1. [REDACTED] will be assigned a small, short-term R&D project to carry through to completion (time permitting) to obtain an overall feel for our operations.

2. Work assignments will be provided in the following general areas:

- a. R&D planning & budgeting tasks
- b. Division operational budgets tasks
- c. R&D coordination tasks
- d. Operation research and systems analysis tasks

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